## EXHIBIT F

McNeil Problem Solving Notice & Gunn Grievance Response

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3-3A

## CCA FACILITY EMPLOYEE PROBLEM SOLVING NOTICE

CONFIDENTIAL: THIS FORM IS TO BE MAINTAINED IN ACCORDANCE WITH POLICY 3-9, EMPLOYEE RECORDS
Facility: McRae Correctional Facility
Employee: Tim McNeal Title: Shift Supervisor
Name of Supervisor Initiating Problem Solving Notice: R. Troy Carey
Policy Violation:  Yes  No
If yes, policy Violated (Indicate Policy # and Title):
Date of Situation: 05-23-2010 Date of Notice: 6-14-16
Description of Situation: (To be completed electronically)
On 05-23-2010 facility vehicles were brought through the Rear Gate to Back Dock to be washed. Adequate staffing was not assigned to the posts of Rear Gate and Back Dock when processing the facility vehicles into the facility. One staff member was performing the duty of both the Rear Gate and the Back Dock posts.  During an interview regarding this incident you stated that you were aware of the practice violation. Although you were attempting to complete a task assigned you did not have the appropriate staff to perform the task resulting in this violation.  As discussed during your interview if a situation occurs where you do not have the appropriate staff to perform a task without violation policy or procedures contact your supervisor and inform them of your needs to complete the task within the guidelines of policy and procedures.  Corrective Action Recommended:   Written Repriment  Re-Assignment  Suspension  Demotion  Termination
Other
Assistant Chief of Security 05-28-2010
Supervisor's Signature Tille Date
AT FACILITY LEVEL - SECTION BELOW TO BE COMPLETED BY WARDEN/ADMINISTRATOR AT F8C LEVEL - SECTION BELOW TO BE COMPLETED BY APPLICABLE DEPARTMENT HEAD
Corrective Action Taken:
☐Written Reprimend
Ro-Assignment (Indicate New Assignment)
Suspension (List Dale(s) of Suspension) 3 DYS Sws pres; w
Demotion (Indicate New Position)
☐Tormination
Other
EMPLOYEES MAY GRIEVE THE ABOVE BY FOLLOWING PROCEDURES ESTABLISHED IN COA POLICY 3(6) EMPLOYEE GRIEVANCE. PROCEDURES FA COPY OF POLICY 3:6 WILL BE PROVIDED UPON REQUEST.

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Warden/Facility Administrator/ (Print/Type)

FSC Department Head

TIM 11 C Nr. AL

Employee Name (Print/Type)

Employee Name (Print/Type)

Employee Signature Date (Signature does not indicate agreement or disagreement with the information contained on this document.

By signing, the employee is acknowledging receipt of this Problem Solving Notice and his/her option to grieve such action.)



June 16, 2011

Marc Gunn 1501 Avenue L South Houston, TX 77587

Dear Mr. Gunn:

This correspondence is in regards to your original employee grievance which was received in the Operations Department on April 19, 2011, and amended grievance on June 13, 2011.

After reviewing your grievances and the information from the facility, I am upholding the Warden's decision to terminate your employment. In addition, your remedy requested is denied including payment of sick bank hours and six months severance package.

As per CCA Policy 3-6-1, Employee Grievance Procedures, Section 3-6.1.4, Guidelines F.3.c.vil; the responding manager's decision in Step Three is final.

Lane Blair

Managing Director, Facility Operations

Division I

/jlw

Cc:

HR Manager

File